

DATE OF MEETING: December 3, 2018 – Organizational Meeting

PLACE OF MEETING: Village Hall, Pawling, New York

MEMBERS PRESENT: Mayor Robert Liffland
Trustee John Burweger
Trustee Daniel Peters
Trustee Earl Slocum
Trustee Lauri Taylor

The Organizational Meeting was called to order at 7:00 P.M. with the Pledge of Allegiance and a moment of silence for the passing of President Bush.

Mayor Liffland made the following appointments:

Associate Village Justice	Gayle Zelazny – 1 Year Term
Attorney	Daniels, Porco & Lusardi David E. Daniels
Engineer	Zarecki & Associates Joe Berger
ZBA	Fred Feindel – 5 Year Term
Planning Board	William Foscatto – 5 Year Term
Newspapers	Poughkeepsie Journal
Board Meeting	1 st and 3 rd Mondays of every month at 7:00 P.M.

MOTION by Trustee Peters to accept the appointments. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

MOTION by Trustee Peters to schedule the next organizational meeting for December 2, 2019. **SECONDED** by Trustee Taylor. There was no discussion; all were in favor and the motion carried.

MOTION by Trustee Burweger to approve the Meeting Schedule for 2019. **SECONDED** by Trustee Taylor. There was no discussion; all were in favor and the motion carried.

January 7, 2019
February 4, 2019
March 4, 2019
April 1, 2019
May 6, 2019
June 3, 2019
July 1, 2019

January 22, 2019
February 19, 2019
March 18, 2019
April 15, 2019
May 20, 2019
June 17, 2019
July 15, 2019

August 5, 2019
September 3, 2019
October 7, 2019
November 4, 2019
December 2, 2019

August 19, 2019
September 16, 2019
October 21, 2019
November 18, 2019
December 16, 2019

ADVANCE APPROVAL OF CLAIMS

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Advance Approval of Claims.

SECONDED by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

MILEAGE REIMBURSEMENT

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village:

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 54.5 cents per mile.

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Mileage Allowance. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

ATTENDANCE AT SCHOOLS & CONFERENCES

WHEREAS there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the NYS Society of Finance Officers Meetings and NYS City and Village Clerks Association; d) the International Institute of Municipal Clerks School.

WHEREAS it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefit the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are hereby authorized to attend the following schools:

Village Clerk-	NYCOM Fall Training School IIMC Municipal Clerks meetings and school NYS City and Village Clerks Association Others to be determined with board approval
Treasurer-	NYS Municipal Finance Officers Associations NYCOM Fall Training School Others to be determined with board approval
Highway Dept-	to be determined with Board approval.

Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Slocum to approve the resolution for Attendance at Schools and Conferences. **SECONDED** by Trustee Burweger. There was no discussion; all were in favor and the motion carried.

DESIGNATION OF DEPOSITORIES

WHEREAS the Board of Trustees has determined that Village Law 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees does hereby designate the following institutions as depositories of all moneys received by the Village Treasurer, Clerk, and Receiver of Taxes.

Names of Institutions:	Key Bank M&T Bank PCSB
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Section 2. That this resolution shall take effect immediately.

MOTION by Trustee Peters to approve the resolution for Designation of Depositories.
SECONDED by Trustee Burweger. There was no further discussion; all were in favor and the motion carried.

MOTION by Trustee Burweger to accept the Procurement Policy as presented. **SECONDED** by Trustee Taylor. There was no discussion; all were in favor and the motion carried.

MOTION by Mayor Liffland to close the Organizational Meeting at 7:05 P.M. **SECONDED** by Trustee Peters. There was no discussion; all were in favor and the motion carried.

Village Clerk